

Minutes of the Finance Committee

Wednesday, October 13, 2010

Chair Haukohl called the meeting to order at 8:30 a.m.

Present: Supervisors Pat Haukohl (Chair), Bill Zaborowski, Dave Falstad, Ted Rolfs, Pamela Meyer, and Jim Heinrich. Rob Hutton arrived at 1:15 p.m.

Also Present: Chief of Staff Mark Mader, Judiciary & Law Enforcement Committee Chair Jean Tortomasi, Medical Examiner Dr. Lynda Biedrzycki, Budget Management Specialist Linda Witkowski, Budget Manager Keith Swartz, Senior Financial Analyst Vince Masterson, Emergency Preparedness Director Richard Tuma, Emergency Management Coordinator Bill Stolte, Radio Services Administrator Chris Petterson, District Attorney Brad Schimel, Victim/Witness Program Coordinator Jen Dunn, Office Services Coordinator Dani Danielski, Clerk of Courts Kathy Madden, Business Manager Bob Snow, Judge J. Mac Davis, Treasurer Pam Reeves, Sheriff Dan Trawicki, Business Manager Lyndsay Johnson, Inspector Steve Marks, Deputy Inspector Eric Severson, Jail Administrator Mike Giese, Detective Terry Tesch, Deputy Treasurer Terry Schultz, Senior Financial Analyst Clara Daniels, and Legislative Associate Mary Pedersen.

Discuss and Consider 2011 Operating Budgets for the Following Departments

Medical Examiner

Biedrzycki and Tortomasi were present to review the proposed 2011 operating budget for the Medical Examiner's Office. The county tax levy is budgeted at \$944,183, a decrease of \$24,688 or 2.5% from the adopted 2010 budget. Both revenues and expenditures are budgeted at \$1,442,258, an increase of \$15,304 or 1.1%. The positions summary remains unchanged at 11.12 FTE positions. Biedrzycki distributed supporting information, including statistics on caseload and revenues, and an outline for today's presentation. She noted there are no new initiatives in her budget and went on to review the financial summaries, strategic objectives, program highlights, and activity data.

Haukohl had concerns that the office was taking on extra work involved with exhumation and shipping costs that are not always reimbursed. Falstad felt, especially with current budgetary issues and the economy, she should be charging for her time. Biedrzycki was receptive. Analyses were conducted and staff have pinpointed those services that are beyond the scope of what her office can handle. Haukohl said there needs to be total cost recovery.

Biedrzycki and Swartz spoke of increased costs, many of which have increased more than the CPI, and new challenges, all of which are beyond her control. Many departments are having the same issues which if not managed well can have a huge effect on our budget and in turn the county tax levy.

MOTION: Heinrich moved, second by Falstad to tentatively approve the 2011 operating budget for the Medical Examiner's Office. Motion carried 6-0.

Emergency Preparedness

Tuma, Stolte, Petterson, and Tortomasi were present to review the proposed 2011 operating budget for the Emergency Preparedness Department. The county tax levy is budgeted \$4,734,960, an increase of \$135,000 or 2.9% from the adopted 2010 budget. Revenues are budgeted at \$1,689,171, a decrease of \$222,854 or 11.7% and expenditures are budgeted at \$6,190,307, a decrease of \$97,279 or 1.5%. The positions summary showed a decrease of 0.61 for a total of 59.48 FTE positions. Staff went on to review the financial summaries, strategic objectives, program highlights, and activity data.

MOTION: Zaborowski moved, second by Falstad to tentatively approve the 2011 operating budget for the Emergency Preparedness Department. Motion carried 6-0.

District Attorney

Schimmel, Dunn, Danielski, and Tortomasi were present to review the proposed 2011 operating budget for the District Attorney's Office. The county tax levy is budgeted at \$1,741,187, an increase of \$33,204 or 1.9% from the adopted 2010 budget. Both revenues and expenditures are budgeted at \$2,487,554, an increase of 4.8%. Schimmel said a large portion of the increase is due to a three-year federal grant to hire a second drug prosecutor. The positions summary showed a decrease of 0.73 for a total of 30.89 FTE county positions. Staff went on to review the financial summaries, strategic objectives, program highlights, and activity data.

Swartz said, years ago, the Victim/Witness Program was about 90% State funded with the remaining 10% coming from county tax levy. Today, due to multiple state funding cuts, the County contributes about about 35% in county tax levy for this program.

MOTION: Heinrich moved, second by Falstad to tentatively approve the 2011 operating budget for the District Attorney's Office. Motion carried 5-0.

Circuit Court Services

Madden, Davis, Snow, and Tortomasi were present to review the proposed 2011 operating budget for Circuit Court Services. The county tax levy is budgeted at \$5,130,027, an increase of \$127,486 or 2.5% from the adopted 2010 budget. Both revenues and expenditures are budgeted at \$9,553,027, an increase of \$161,466 or 1.7%. The positions summary showed a decrease of 1.88 for a total of 96.34 FTE positions. Staff went on to review the financial summaries, strategic objectives, program highlights, and activity data.

MOTION: Rolfs moved, second by Falstad to tentatively approve the 2011 operating budget for the Clerk of Courts Office. Motion carried 6-0.

The committee recessed at 12:20 p.m. and reconvened at 1:15 p.m.

Sheriff

Trawicki, Marks, Severson, Giese, Johnson, and Tortomasi were present to review the proposed 2011 operating budget for the Sheriff's Department. The county tax levy is budgeted at \$26,574,073, an increase of \$740,135 or 2.9% from the adopted 2010 budget. Both revenues and expenditures are budgeted at \$37,539,718, an increase of \$1,381,804 or 3.8%. The positions

summary showed an increase of 2.36 for a total of 371.69 FTE positions. Staff went on to review the financial summaries, strategic objectives, program highlights, and activity data.

Some committee members spoke in support of pursuing efforts in the future to recoup additional costs for municipal holds. Charging more at this time could result in court challenges. Federal holds are reimbursed at 77% versus 13% reimbursement by municipalities. Swartz said municipalities are driving people into our jails, burdening the Sheriff's budget and resources.

MOTION: Zaborowski moved, second by Meyer to tentatively approve the 2011 operating budget for Sheriff's Department. Motion carried 7-0.

Treasurer

Reeves and Schultz were present to review the proposed 2011 operating budget for the Treasurer's Office. A total of \$7,400,462 in county tax levy will be credited, a decrease \$18,257 or 0.2% from the adopted 2010 operating budget. Both revenues and expenditures are budgeted at \$654,788, an increase of \$13,368 or 2.1%. The positions summary remains unchanged at 6.10 FTE positions. Reeves went on to review the financial summaries, strategic objectives, program highlights, and activity data.

Reeves said they are taking a big revenue hit in the area of agricultural use conversion penalties because development is lacking. However, they are anticipating increased revenues in interest and penalties due to the larger number of tax delinquencies.

MOTION: Heinrich moved, second by Falstad to tentatively approve the 2011 operating budget for Treasurer's Office. Motion carried 7-0.

MOTION: Heinrich moved, second by Rolfs to adjourn at 3:12 p.m. Motion carried 7-0.

Respectfully submitted,

Pamela Meyer
Secretary